

**State of Connecticut
Department of Social Services
Anticipated Job Opportunity**

Principal Health Care Analyst

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!!!!

Posting Date: April 1, 2008

Closing Date: April 15, 2008

The Department of Social Services is presently accepting applications for one (1) Principal Health Care Analyst position within the Division of Financial Management & Analysis.

Open To: The Public and State Employees

Position: Principal Health Care Analyst (AR-27)
Position Number 83308

Bargaining Unit: Administrative and Residual (P-5)

Salary: \$68,973.00 - \$85,927.00 Annually

Location: Department of Social Services
25 Sigourney Street, Hartford, CT 06106

DUTIES/RESPONSIBILITIES: This position will establish and review health care provider rates, project federal waiver costs and analyze federal upper payment limits. Candidate must have a background in health care across a broad range of medical service categories, be capable of independently perform highly complex program and cost analysis work; determine and/or review complex reimbursement methodologies for medical services and providers, including managed care organizations; analyze and interpret provider financial and encounter data reports; have experience working with large data sets; especially utilizing data warehouse tools; possess considerable knowledge of the principles and techniques of health care analysis; have knowledge of analysis-based statistical principles and procedures, and the ability to interpret legislation and regulations as they affect program estimates and analyses. Candidate should possess a unique combination of rate setting/review, analytical, and database skills, coupled with proven experience in the health care field.

MINIMUM QUALIFICATIONS REQUIRED

KNOWLEDGE, SKILL AND ABILITY: Considerable knowledge of relevant agency policies and procedures; considerable knowledge of relevant state and federal laws, statutes and regulations; considerable knowledge of principles and practices of financial management including organization, administration, management, finance, budgeting, auditing and accounting; knowledge of health care administration and finance; considerable interpersonal skills; considerable oral and written communication skills; considerable ability in interpretation and analysis of complex financial, statistical and technical data; supervisory ability.

EXPERIENCE AND TRAINING:

General Experience: Eight (8) years of professional experience in financial management with some experience in health care management.

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Note: Financial management is defined as professional accounting or auditing work with responsibility for review and recommendation of financial policies and procedures of a business organization.

Substitution Allowed:

1. College training may be substituted for the General Experience on the basis of fifteen (15) semester hours equaling one-half (1/2) year of experience to a maximum of four (4) years for a Bachelor's Degree.
2. A Master's Degree in accounting, finance or other closely related field or public health with some college courses in accounting or finance may be substituted for one (1) additional year of the General Experience.
3. Professional experience in health care facility administration, health program administration, health insurance administration, health planning or other health care related fields may be substituted for the General Experience on a year for year basis to a maximum of one (1) year.

Note: This position may be filled by candidates from mandatory Re-employment and SEBAC Lists which we are obligated to use. Applications will be accepted from candidates who applied for the current Principal Health Care Analyst Examination Number 072630 and have received a passing score or state employees who have attained permanent status in the class.

APPLICATION PROCEDURE: Candidates who meet the above requirements, should complete a State of Connecticut Application for Examination or Employment" (PLD-1). The PLD-1 Application Form may be downloaded from the State of Connecticut's Department of Administrative Services Human Resources Services Website at: www.das.state.ct.us/exam/default.asp#APPLICATION FORMS. When faxing materials, keep a copy of your completed application and the fax transmittal receipt for your records, and **do not mail a copy of your application form if you have faxed the materials**. Due to the large number of applications received, we cannot confirm receipt of applications. Please forward your completed State of Connecticut Application For Examination or Employment (PLD-1) to:

**Maria Taylor, Human Resources Specialist
Department of Social Services
25 Sigourney Street – 12th Floor
Hartford, CT 06106**

Fax: (860) 951-2979

APPLICATIONS MUST BE RECEIVED BY APRIL 15, 2008, CLOSE OF BUSINESS

An Equal Opportunity/Affirmative Action Employer